

INVENTORY RECORDKEEPING 10 DAY RECONCILIATION WORKSHEET

TANK IDENTIFICATION NUMBER: _____ WORKSHEET COMPLETED BY: _____
 TANK VOLUME: _____ TYPE OF PRODUCT STORED: _____

DATE	START STICK INVENTORY (GALLONS)	GALLONS DELIVERED	TOTAL GALLONS PUMPED	BOOK INVENTORY (GALLONS)	END STICK INVENTORY		DAILY OVER(+) OR SHORT (-) ("END " - "BOOK")	WATER (INCHES)
					(INCHES)	(GALLONS)		

1		(+)	(-)	(=)				
2		(+)	(-)	(=)				
3		(+)	(-)	(=)				
4		(+)	(-)	(=)				
5		(+)	(-)	(=)				
6		(+)	(-)	(=)				
7		(+)	(-)	(=)				
8		(+)	(-)	(=)				
9		(+)	(-)	(=)				
10		(+)	(-)	(=)				

TOTALS ⇒ TOTAL GALLONS OVER OR SHORT ⇒

AT THE END OF THE 10 DAY PERIOD, DETERMINE WHICH OF THE TOTALS SHOWN ABOVE IS LARGEST: TOTAL GALLONS PUMPED; TOTAL GALLONS DELIVERED; OR TOTAL GALLONS TANK VOLUME. THEN COMPLETE THAT LEAK CHECK METHOD SHOWN BELOW.

LEAK CHECK METHOD #1 BASED ON TOTAL GALLONS PUMPED

LEAK CHECK: _____ (TOTAL GALLONS PUMPED) X .0075 = _____ (ALLOWABLE VARIANCE)

IS "TOTAL GALLONS OVER OR SHORT" **LARGER** THAN THE ALLOWABLE VARIANCE? YES* NO (CIRCLE ONE)

LEAK CHECK METHOD #2 BASED ON TOTAL GALLONS DELIVERED

LEAK CHECK: _____ (TOTAL GALLONS DELIVERED) X .0075 = _____ (ALLOWABLE VARIANCE)

IS "TOTAL GALLONS OVER OR SHORT" **LARGER** THAN THE ALLOWABLE VARIANCE? YES* NO (CIRCLE ONE)

LEAK CHECK METHOD #3 BASED ON TOTAL GALLONS TANK VOLUME

LEAK CHECK: _____ (TOTAL TANK SYSTEM VOLUME) X .0075 = _____ (ALLOWABLE VARIANCE)

IS "TOTAL GALLONS OVER OR SHORT" **LARGER** THAN THE ALLOWABLE VARIANCE? YES* NO (CIRCLE ONE)

* IF THE "TOTAL GALLONS OVER OR SHORT" IS LARGER THAN THE ALLOWABLE VARIANCE , OR THERE WAS A RECURRING ACCUMULATION OF WATER IN THE BOTTOM OF THE TANK , THE OPERATOR MUST INITIATE AN INVESTIGATION INTO POSSIBLE CAUSES. IF, WITHIN 48 HOURS THE CAUSES CANNOT BE EXPLAINED BY INACCURATE RECORDKEEPING, TEMPERATURE VARIATIONS OR OTHER FACTORS NOT RELATED TO LEAKAGE, THE OPERATOR MUST NOTIFY THE OWNER AND THE NEAREST REGIONAL OFFICE OF THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION AND MUST TAKE THE TANK TEMPORARILY OUT OF SERVICE IN ACCORDANCE WITH SUBDIVISION PART 613.9(a) UNTIL SUCH TIME THAT INSPECTION AND/OR TIGHTNESS TESTS ARE PERFORMED, THE CAUSE IS DETERMINED AND NECESSARY REPAIRS OR REPLACEMENTS ARE MADE.